

THE EXCEL CENTER

2011-2012 Performance Analysis

Core Question 3: Is the school meeting its operations and access obligations?

3.1. Has the school satisfactorily completed all of its organizational and governance obligations?	
STANDARD	School has substantially completed all of its organizational and governance obligations as specified in the Compliance and Governance Handbook, including: a) maintenance of adequate “compliance and governance binder” containing all required documents; b) completion of criminal background checks on all Board members; c) transparency of meetings and decision-making in accordance with open meetings obligations; d) maintenance of adequate Board minutes. Any concerns are minor and the school presents a credible plan to address them.

2011-12 Performance: Meets Standard

In 2011-12, The Excel Center routinely completed its organizational and governance obligations as specified in the charter and fulfilled its reporting requirements to the Mayor’s Office and the Indiana Department of Education in a timely manner. The school’s Director of Business Services is responsible for maintaining the compliance binder and documents, which have been managed effectively.

The school regularly documents that background checks are conducted for all board members and complies with public access and open door policy by posting notices of board meetings. Board meeting minutes are consistently detailed and accurate and are sent to the Mayor’s Office in a timely manner.

Based on their performance in the 2011-12 academic year, The Excel Center School meets the Mayor’s Office standard for this indicator.

3.2. Is the school’s physical plant safe and conducive to learning?	
STANDARD	Significant health and safety code requirements are being met AND the facility generally provides a safe environment that is conducive to learning, based on conditions such as: a design well-suited to meet the curricular and social needs of its students, faculty, and community members; a size appropriate for the enrollment and student-teacher ratios in each class; good maintenance and security; well-maintained equipment and furniture that match the educational needs of the students; and accessibility to all students.

2011-12 Performance: Meets Standard

In 2011-12, the Excel Center facility met all health and safety code requirements and provided a safe environment conducive to learning. The facility's design, size, maintenance, security, equipment and furniture are all adequate to meet the school's needs. The school is accessible to all including people with physical disabilities. The Mayor's Office monitoring of The Excel Center's compliance with health and safety code requirements has not revealed any significant concerns related to these obligations. Accordingly, the school meets the Mayor's Office standard for this indicator for 2011-12.

3.3. Has the school established and implemented a fair and appropriate pupil enrollment process?	
STANDARD	The school's enrollment process complies with applicable law; there are minimal documented parent complaints suggesting that it is not being implemented fairly or appropriately; AND the school has engaged in outreach to students throughout the community.

2011-12 Performance: Meets Standard

In 2011-12, the Excel Center's admission and enrollment practices met the requirements of Indiana's charter school law. The Mayor's Office received no complaints from students regarding the school's enrollment practices. The Mayor's Office received copies of The Excel Center's enrollment policies and marketing plans. The school has implemented a lottery system and gives preference to siblings of current students, as allowed for by law. Based on the 2011-12 academic year, the school meets the Mayor's Office standard for this indicator.

3.4. Is the school properly maintaining special education files for its special needs students?	
STANDARD	All of the following are evident in the school's special education files: a) services outlined within Individualized Education Plans (IEPs) adequately match the exceptional needs of the student; b) each need identified within the IEP has a corresponding goal and plan for assessment; c) each goal is rigorous and is based on state and national learning standards; d) explicit evidence exists to demonstrate that goals have evolved each year as the student develops; and e) specifically designed curriculum is outlined.

2011-12 Performance: Meets Standard

All Individualized Education Plans (IEPs) were well written and services documented, but final labels and test data are not complete. File audits of Excel show that files are complete and legally compliant. There does seem to be a quality variance across files and sites. Some of the Teachers of Record (TORs) and coaches appear to be more effective IEP and 504 plan writers than others. It would be valuable for all TORs and coaches writing IEPs and 504 plans to engage in professional development together to ensure consistency across personnel and sites. This is especially important for coaches without previous special education experience. Accordingly for

2011-12, the Excel Center meets Mayor's Office standard for proper maintenance of special education files.

3.5. Is the school fulfilling its legal obligations related to access and services to English as a Second Language (ESL) students?	
STANDARD	The school is fulfilling its legal obligations regarding ESL students, as indicated by conditions such as the following: appropriate staff have a clear understanding of current legislation, research and effective practices relating to the provision of ESL services; relationships with students, parents, and external providers that are well-managed and comply with law and regulation.

Not Evaluated. The Excel Center was not evaluated on this indicator for 2011-12.